

**DODGE COUNTY HEALTH FACILITIES COMMITTEE MEETING
ADMINISTRATION BUILDING
127 EAST OAK STREET, ROOMS 1H & 1I, JUNEAU, WI 53039**

July 1, 2020

MINUTES

1. **CALL TO ORDER:** Meeting was called to order by Chairman Bischoff at 8:00 a.m. with the following members present:
2. **ROLL CALL AND NON-COMMITTEE MEMBER COUNTY BOARD ATTENDANCE:**

COMMITTEE MEMBERS PRESENT

Larry Bischoff
Lisa Derr
Dan Hilbert
Karen Kuehl

NON-COMMITTEE MEMBERS PRESENT

None

ABSENT: Mary Ann Miller

ALSO PRESENT: Russell Kottke, Dodge County Board Chairman; Kim Nass, Dodge County Corporation Counsel; Dave Ehlinger, Dodge County Finance Director; Ed Somers, Clearview Executive Director/Administrator; Lori Kurutz, Assistant Administrator; Jim Hill, Director of Environmental Services; Nicole Grossman, Director of Finance; Alyssa Gahlman, Director of Support Services; and Jill Soldner, Administrative Secretary.

3. **PUBLIC COMMENT:** None.
4. **APPROVAL OF MINUTES OF THE JUNE 3, 2020 MEETING:** Motion made by Derr to approve the June 3, 2020 Health Facilities Minutes; seconded by Hilbert. Motion carried.
5. **VOLUNTARY AND INVOLUNTARY DISCHARGES:** There were seven voluntary discharges and zero involuntary discharges to report.
6. **CENSUS REPORTS:**

Clearview Brain Injury Center:	19 of 30
Clearview:	87 of 120, with 1 admit this week, 3 admissions being worked on, with 1 admission next week
Clearview Behavioral Health 1/2/3/4:	30 of 40, with 1 in the hospital, active referrals
ICF-IID (formerly FDD):	39 of 46, with 1 in the hospital
Trailview	4 of 4
Clearview Community Group Home:	4 of 4
Northview Heights (CBRF):	18 of 20

Statistics were reviewed with the Committee, comparing the June 2019 average monthly census, and then the January 2020 and the June 2020 average monthly census.

Census reports were also given regarding Marsh County Health Alliance (“MCHA”), one for Individuals with Intellectual Disabilities (“IID”) and one for Clearview (the nursing home):

IID: 73% are Dodge County residents, 5% are from Waukesha County, 2% are from Ozaukee County, 2% are from Washington County, and 2% are from Columbia County.

Clearview/Nursing Home: 42.5% are Dodge County residents, 30% are from Waukesha County, 5% are grandfathered in before MCHA was created, 5% are from Jefferson County, with 1% each from Washington, Rock, and Iowa Counties.

7. **ADMINISTRATOR’S REPORT:** PowerPoint presentations were given by Administrator Ed Somers, Assistant Administrator Lori Kurutz, Nicole Grossman, Jim Hill, and Alyssa Gahlman.
 - **Siding Project ~ Jim Hill:** Hill updated the Committee that the siding project is 50% done. He provided before and after pictures of Area F, showing where Z furring was added with girting present. The siding project then moved to the front of the building by the therapy and garage areas and will then move on to Area A. It was discovered on elevation A by Home Path Financial that the horizontal girting was not present behind the old siding. From the looks of the as-built drawings, it should be there; Boldt will be contacted to find out why it is not there. Home Path Financial added the missing girting. The project is on schedule and is to be completed by the end of August 2020.
 - **Financial Report ~ Nicole Grossman:**
 - Grossman provided a financial update of the Clearview budget as of May 31, 2020. The report was put together utilizing source documents as produced out of the new Dodge County Accounting System, Tyler Munis. It was outlined to the Committee that the overall report is overstated, thus the reason that accruals of multiple line items are specifically called out have been taken into consideration, as they will directly impact the overall budget.
 - An overview of the Marsh County Health Alliance (“MCHA”) meeting that was held on June 22, 2020 was provided to the Committee. Grossman explained to the Committee that an assessment amount of \$150,000 was utilized to divide up amongst the 13 MCHA county members. Dodge County consumes the majority of the MCHA utilization, resulting in only \$33,860 being assigned to the remaining 12 counties. This amount paid by the MCHA members will be placed in a segregated account and applied as a dollar-for-dollar offset to next year’s rate. It is estimated that MCHA will reflect a loss in the year 2020.
 - **Spectrum Update:** Kurutz gave a recap of Spectrum statistics regarding online video impressions, viewing of Clearview’s three commercials, and clicks. Watertown had the most visits with 13 clicks, Beaver Dam had 11 clicks, Mayville and Hartford had 5 clicks each, Lake Mills and Randolph had 2 clicks each, and Johnson Creek had 1 click. The C.N.A. classroom recruitment commercial had 12 clicks, with two staff member testimonials having 17 and 19 clicks respectively. Devices being clicked were desktops (17), cell phones (23), and tablets (8), for a total of 48 total clicks.

- **COVID-19 Update:** Mandatory COVID-19 testing was held at Clearview on June 18, 19, and 22, 2020 in response to an employee notifying Clearview of being COVID positive on June 11, 2020. The employee self-quarantined for 14 days and retested before returning to work COVID negative. There was a total of 517 residents and staff tested, all coming back with negative results.

An off-site survey of Clearview (the nursing home, Brain Injury Center, IID, and Behavioral Health 1-4) began on June 30, 2020. The survey includes a comprehensive review of Clearview's infection control policies and our response to COVID-19. The "Focused Infection Control Survey" is mandated by the Centers for Medicare and Medicaid Services ("CMS") and needs to be completed by the end of July 2020.

An update on Clearview's Personal Protective Equipment ("PPE") inventory as of June 29, 2020 was provided.

- **Visitation/Salon Reopening Policies and Updates:**
 - **Salon:** The salon is open with precautions in place, following the Centers for Disease Control ("CDC") Guidelines. Symptom checks of the cosmetologist and the individuals receiving haircare are checked daily, temperatures taken, appropriate PPE worn, and sanitation of the salon conducted before and after each resident's haircare.
 - **Visitation:** Visitation will begin following CDC and CMS Guidelines. Visitation will only occur outdoors with an inclement weather option. Symptom checks of the visitors and the residents will be checked prior to the visit, temperatures taken, appropriate PPE worn, and sanitation of the visitation area conducted before and after each visit.
- **Approval of Friends of Clearview Expenditures:** Alyssa Gahlman, Clearview's Director of Support Services, gave a very detailed PowerPoint presentation on a new music program by Coro Health, which is available for the benefit of all Clearview residents. Coro Health is a therapeutic media service provider that provides individual therapeutic media solutions for therapists, caregivers, and residents of long-term care facilities. The company offers Music First that is designed to enhance the quality of life of residents in long-term care facilities, as well as for music and occupational therapists, speech and physical therapists, and activity director and direct care staff. The program is clinically proven to reduce medication use and aids in digestion. It also alleviates depression and reduces pain, as well as offers cognitive stimulation and increases social interaction. Over 1,500 music programs are available in 40 different genres with no commercials. Coro Faith is the counterpart to Music First and keeps individuals connected with their religious traditions and beliefs. The power of belief elevates moods and reduces depression, enhances the ability to cope with pain and illness, and increases gratitude and a more selfless state. Over 1,000 hours of inspirational offering are available with access to 500,000 sermons from 12,000 religious communities. Meditations, scripture readings, and classes are provided with interfaith worship services. It also provides hospice support. The cost of the Coro Health/Coro Faith program is \$600. Gahlman requests that the cost be split between Friends of Clearview (\$300) and the Knights of Columbus (\$300).

Other requests were also made for the Nursing Home, Behavioral Health, the Brain Injury Center, and the IID Households. Motion by Derr to approve the requested expenditures in the amount of \$1,988.75; seconded by Hilbert. Motion carried.

- **Consider, Discuss, and Take Action on Amending the Friends of Clearview Second Amended Bylaws:** Due to the countywide accounting change from J.D. Edwards to Tyler Munis, the Second Amended Bylaws of Friends of Clearview will need to be amended to reflect the change from Dodge County Business Unit 1325 to Clearview Business Unit 9100 for deposits and expenditures of donated funds. A dissolution clause needs to be added, stating what will happen to any remaining donations/funds if Friends of Clearview were to dissolve. Upon dissolution of Friends of Clearview, all donations existing in Clearview Business Unit 9100 would be transferred and held in a restricted and segregated account for Clearview donations. The use of any remaining funds shall be limited to the purchase of amenities for the benefit of Clearview residents. Motion by Derr to approve amending the Second Amended Bylaws; seconded by Hilbert. Motion carried.
- **Raffle License Discussion:** Executive Director Somers presented information on obtaining a raffle license as a fundraiser option for Friends of Clearview. There are specific requirements to obtain a raffle license:
 - Clearly defining what Friends of Clearview does and who they provide support to.
 - As stated above in #6, Friends of Clearview's Bylaws will be amended to include a dissolution clause, stating what will happen to any remaining assets if Friends of Clearview were to dissolve.
 - The geographic scope of Friends of Clearview's operations.
 - The date Friends of Clearview was formed (July 6, 2011).

He went on to explain that there are two types of raffle licenses. A Class A raffle license/ticket is very specific, wherein the ticket outlines the cost, name and address of the organization conducting the raffle, has consecutive numbering, the time/date/location of the drawing, lists the prize(s), the raffle license number, and has a stub for the purchaser's name, address, and phone number. A Class B raffle license/ticket is less specific and can be either a bucket drop drawing or a 50/50 raffle. Each license costs \$25 and is renewed yearly.

The Amendment of the Friends of Clearview Bylaws and the raffle license will be discussed at the Friends of Clearview meeting at 10:00 a.m. on July 1, 2020.

8. **NEXT MEETING DATE AND TIME:** *Wednesday, August 5, 2020, at 8:00 a.m.*, in Rooms 1H and 1I, 127 East Oak Street, Juneau, Wisconsin.
9. **ADJOURN:** There being no further business to come before the Committee, Motion by Hilbert to adjourn; seconded by Kuehl. Motion carried. Meeting adjourned at 9:15 a.m.

Dated this 5th day of August, 2020.

Respectfully submitted,


Mary Ann Miller, Secretary